

CLEARFIELD CITY COUNCIL
AGENDA AND SUMMARY REPORT
October 14, 2014 – POLICY SESSION

City Council Chambers
55 South State Street
Third Floor
Clearfield, Utah

Mission Statement: To provide leadership in advancing core community values; sustain safety, security and health; and provide progressive, caring and effective services. We take pride in building a community where individuals, families and businesses can develop and thrive.

7:00 P.M. POLICY SESSION

CALL TO ORDER:

Mayor Shepherd

OPENING CEREMONY:

Councilmember Benson

APPROVAL OF MINUTES:

September 23, 2014 – Policy Session

PUBLIC HEARING:

1. **PUBLIC HEARING TO RECEIVE COMMENT ON A PROPOSED ZONING TEXT AMENDMENT TO TITLE 11, CHAPTER 13, SUPPLEMENTARY REGULATIONS – FIREWORKS STAND, TEMPORARY OR SEASONAL MERCHANT, AND MOBILE FOOD VENDOR REGULATIONS**

BACKGROUND: The City Council adopted Ordinance 2014-14 amending the license period for temporary or seasonal merchants from 60 days to 180 days. As part of the process, staff was directed to investigate a zoning text amendment which would allow for temporary food vendors, while limiting the negative impacts associated with those types of businesses.

RECOMMENDATION: Receive public comment.

SCHEDULED ITEMS:

2. **CITIZEN COMMENTS**
3. **CONSIDER APPROVAL OF ORDINANCE 2014-22 AUTHORIZING THE ZONING TEXT AMENDMENT TO TITLE 11, CHAPTER 13, SUPPLEMENTARY REGULATIONS – FIREWORKS STAND, TEMPORARY OR SEASONAL MERCHANT, AND MOBILE FOOD VENDOR REGULATIONS**

RECOMMENDATION: Approve Ordinance 2014-22 authorizing the zoning text amendment to Title 11, Chapter 13, Supplementary Regulations – Fireworks Stand, Temporary or Seasonal Merchant, and Mobile Food Vendor Regulations, and authorize the Mayor's signature to any necessary documents.

4. **CONSIDER APPROVAL OF THE FINAL ACCEPTANCE AND RELEASE OF ESCROW FOR TANNER HERITAGE ESTATES SUBDIVISION**

BACKGROUND: Tanner Heritage Estates Subdivision is located in the extreme west of Clearfield City located south of 700 South at approximately 1200 South 1480 West. In accordance with Title 12, Chapter 9, of the Clearfield City Code, the City Engineer has completed the final inspection of the Tanner Heritage Estates Subdivision and found all improvements have been installed correctly. The warranty period is over and the City Engineer recommends final

acceptance of the improvements for perpetual maintenance, and a release of the remaining escrow funds by the City Council.

RECOMMENDATION: Accept the subdivision improvements at Tanner Heritage Estates Subdivision for perpetual maintenance by the City and release any remaining funds associated therewith in escrow to the Developer, and authorize the Mayor's signature to any documents.

5. CONSIDER APPROVAL OF ORDINANCE 2014-21 ENACTING TITLE 1, CHAPTER 14 – REQUIRING ADHERENCE TO THE CITY'S CONSTRUCTION AND DEVELOPMENT STANDARDS, TECHNICAL SPECIFICATIONS AND DRAWINGS

BACKGROUND: The City has established Construction and Development Standards, Technical Specifications and Drawings, and is formally codifying the requirement to conform and adhere to those standards for all construction, development and improvements in the City with this ordinance.

RECOMMENDATION: Approve Ordinance 2014-21 enacting Title 1, Chapter 14 – requiring conformance and adherence to the City's Construction and Development Standards, Technical Specifications and Drawings, and authorize the Mayor's signature to any necessary documents.

6. CONSIDER APPROVAL OF RESOLUTION 2014R-22 ESTABLISHING AND APPROVING THE CITY'S CONSTRUCTION AND DEVELOPMENT STANDARDS, TECHNICAL SPECIFICATIONS AND DRAWINGS FOR CLEARFIELD CITY

BACKGROUND: Clearfield City currently has established Construction and Development Standards, Technical Specifications and Drawings which provide a minimum standard for construction, development and improvements occurring within the City. The latest version of these standards, dated September 2014, were prepared and reviewed by the City's Engineer and Public Works Director as well as other staff members. Recommendations making corrections, clarifications and updates have been incorporated into the updated document. The largest adjustment to the standards is the addition of a storm water management chapter with other minor corrections or clarifications made throughout the document.

RECOMMENDATION: Approve Resolution 2014R-22 establishing and approving the Construction and Development Standards, Technical Specifications and Drawings for Clearfield City and authorize the Mayor's signature to any necessary documents.

7. CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT TO PERFORM ANALYSIS ON AND COMPLETION OF A STUDY ON IMPEDIMENTS TO FAIR HOUSING

BACKGROUND: The Analysis of Impediments to Fair Housing study and report is required by the U.S. Department of Housing and Urban Development (HUD). Clearfield City would like to contract with an independent contractor to have the study conducted and the report prepared. This report is required since HUD has designated the City as an Entitlement Community.

RECOMMENDATION: Approve the professional services agreement with Megan James to perform analysis on and completion of a study on impediments to fair housing and authorize the Mayor's signature to any necessary documents.

8. CONSIDER APPROVAL OF A PROFESSIONAL SERVICES AGREEMENT TO CONDUCT AND PREPARE A 5-YEAR CONSOLIDATED PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) WHICH ALSO INCLUDES THE 2015-2016 ONE YEAR ACTION PLAN

BACKGROUND: The 5-Year Consolidated Plan is necessary for Clearfield City to qualify for Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD). The City would like to contract with an independent contractor to prepare the 5-Year Plan which will also include the 2015-2016 One Year Action Plan. This report is required since HUD has designated the City as an Entitlement Community.

RECOMMENDATION: Approve the professional services agreement with LaNiece Davenport to conduct and prepare Clearfield City's 5-Year Consolidated Plan for its Community Development Block Grant (CDBG), which also includes the 2015-2016 One Year Action Plan and authorize the Mayor's signature to any necessary documents.

9. UPDATE ON THE FISCAL YEAR 2015 FINANCIAL STATUS

COMMUNICATION ITEMS:

Mayor's Report
City Councils' Reports
City Manager's Report
Staffs' Reports

****COUNCIL ADJOURN TO CITY COUNCIL WORK SESSION****

55 South State Street
Executive Conference Room
Third Floor
Clearfield, UT

WORK SESSION FOLLOWING THE POLICY SESSION

Planning Commission Interviews
Discussion on Planning Commission Appointments

****COUNCIL ADJOURN****

Dated this 9th day of October, 2014.

/s/Nancy R. Dean, City Recorder

The City of Clearfield, in accordance with the 'Americans with Disabilities Act' provides accommodations and auxiliary communicative aids and services for all those citizens needing assistance. Persons requesting these accommodations for City sponsored public meetings, service programs or events should call Nancy Dean at 525-2714, giving her 48-hour notice.